

A regular meeting of the Board of Selectmen was held on May 28, 2015, at 6:00 p.m., in the Francis O'Brien Meeting Room, Town Office Building, 26 Bryant Street, Dedham, Massachusetts. Present were:

Michael L. Butler
Dennis J. Guilfoyle
James A. MacDonald
Dr. Dennis J. Teehan, Jr.
Brendan G. Keogh

Mr. Butler called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Mr. Butler led the audience in the Pledge of Allegiance.

DEDHAM CITIZENS – OPEN DISCUSSION

Mr. Butler asked if anyone in the audience wished to speak with the Board of Selectmen. Hearing no response, he went on to the next item on the Board's agenda.

DISCUSSION WITH CENTRIC CONSULTING RE: IT STUDY

Present for the discussion were: John Barker, Russell Brackett and Jim Flanagan, Centric Consulting. Also present was: Dr. Don Langenhorst, Dedham School Department

James Kern, Town Manager, introduced the representatives from Centric Consulting and Dr. Langenhorst. He informed all that the Town contracted with Centric Consulting back in the fall of 2014 to look at all the things in the Town relative to IT. Additionally, they looked at all things financial. Mr. Kern further explained the process and request to determine how a modern organization of the Town's size should function going forward. Mr. Kern informed all that Centric Consulting has experience in both municipal government and general business. Additionally, Mr. Barker focused on the municipal and Mr. Flanagan focused on the education side.

Mr. Barker informed all that Centric Consulting has had the pleasure of working with the Town's leadership, staff and stakeholders of the Town and Dedham Public Schools for the past months as a part of the strategic IT Planning and Assessment Report Project. Mr. Barker went on to discuss the Town's desires and challenges going forward. Mr. Barker spoke about the LOGOS system in the New World System and the fact that it has been poorly implemented, i.e., key financial, human resources and payroll processes are not successfully automated. Relative to implementation, the Town and Schools must work together more effectively; however, Centric did not recommend a merger of the two IT Departments now.

Mr. Barker proceeded on with the overview and presented the summary of overall findings and Centric's recommendations going forward. (A copy of the Town of Dedham Strategic Planning Report by Centric Consulting is on file in the Town Manager's Office.)

Mr. Barker informed all that he went in with boots on the ground with the staff—all were very cooperative. He went on to say that he kept digging deeper and deeper, reviewing numerous documents, former studies done, budgets, Master Plan, interviewed hundreds of stakeholders and identified gaps to devise recommendations, prioritize projects and estimate costs going forward.

Mr. Barker commented on requests for transparency and services to citizens. He informed all that presently, there are gaps in providing technology. Additionally, the Town's Website needs to be more effective and easier to search. Mr. Barker spoke about citizen services and engagement and the fact that these components should be built into the website, i.e., e-services--inspections, licensing and permitting systems and the capability to make payments to the Town from any location and at any time via cash, check or credit card payment.

Mr. Barker commented that the partnership with the access TV folks should be tighter with new equipment moving forward. Relative to the Emergency Operation Center, a direct communication system now could not happen—Dedham TV could not activate feed from the Town Hall.

Mr. Barker informed all that there is enough invested in infrastructure—he recommended consolidation of the Police and Fire Dispatch Stations. Relative to printers—Mr. Barker informed all that everyone has a printer and there is no need to have so many—a single, multi-function unit in each department would be effective going forward. Additional recommendation was to phase into standardized, less expensive PCs and to let the present Apple Computers move out of the system with time—savings relative to the expensive equipment and also savings with licensing costs.

Mr. Barker suggested taking a long view and to pay attention to projects and recommendations. He also suggested supporting LOGOS and to deal with policies relative to Massachusetts compliance. Mr. Barker recommended strongly that the Town side establish a true in-house IT Department with a full-time Director. He also mentioned that presently the school side has the expertise and experienced IT Team with strong IT infrastructure and classroom integration. He went on to say that it was commendable.

Mr. Flanagan, Education IT Consultant, thanked the Board of Selectmen and all of the stakeholders, most especially, Bill Ralph and Don Langenhorst for their hard work in making the report a success. He went on to say that everyone stepped up. Mr. Barker added that the Town of Dedham deserves the best and this report will help the Town get there. Mr. Flanagan informed all that he will present the entire School side of this report to the School Committee and School Department Staff at a meeting to be held on June 17, 2015.

Dr. Teehan complimented Centric on the great job—he commented that the report was very eye-opening and the recommendations were meaningful. Dr. Teehan suggested that the Board set a meeting date for this item to come back so that the Selectmen can make sure the recommendations made in the report do not go by the wayside. Mr. Barker informed all that there are a number of projects that the Town can do without investment, now. Going forward, the Town can do capital projects, licensing/permits and document management.

Dr. Teehan asked Mr. Barker what would be a reasonable time for the Board to do a meeting update. Mr. Barker informed all that there is at least a year of solid work ahead due to the fact that there is no IT Team in place and the Town needs to recruit a team. He went on to say that it will take time—he suggested an update in a year. Dr. Teehan commented that he thought it was important for the Board to look at network redundancy. Mr. Barker informed him that fiber takes time, it is expensive and cannot be done in one swoop. Dr. Teehan commented that the first step will be to get someone in place to lead the IT Team and to come back to the Board in six months for an update. He went on to say that relative to the report, there are a lot of things that can be done that are quick and easy fixes.

Dr. Teehan thanked Centric for taking a good look at things and doing a great job on the report. He went on to say that considering the move to the new Town Hall Building, this is a great situation to be in to get things done along with the move—he added, this Board and the Town Manager want to get it done. Mr. Barker commented, look at the project plans and prioritize—move from there. He commented that an important step moving forward is hiring an IT Director and IT Team. Relative to the new building, fiber optics were not included and funds are need in Capital Budget.

Mr. MacDonald thanked Centric for the comprehensive report. He went on to say that an implementation plan and prioritizing is needed going forward. Mr. MacDonald commented that some financial stuff was never brought up. Mr. Barker commented that the DOR saw the financials when they did their report—some things need to be fixed. He went on to say that some items are easier to fix than other big-ticket items.

Mr. Barker added that he felt it was ridiculous that citizens could not get a license or pay bills one-line. However, he recommended to the Board not to look back and to hold the Town Manager responsible for implementation going forward—people in the Town Hall can spearhead in the process.

Mr. Guilfoyle thanked Bill Ralph for his diligent work with Centric. Mr. Barker commented that Mr. Ralph is amazing and a valuable resource for the Town of Dedham.

Mr. Keogh thanked Centric—he commented that the report was very informative. Mr. Keogh asked that the Board make this matter a priority goal moving forward. Mr. Keogh went on to say that navigating the Town's Website is an issue and it needs to be a priority goal with a timeline.

Mr. Keogh asked if Dedham's IT was ranked poorly and what was his experience with other towns? Mr. Barker commented that there are benchmark towns listed in the report. Mr. Keogh commented that the right people need to be in place. He went on to say that the report was eye-opening and shocking—he thanked Centric.

Mr. Kern suggested scheduling some time at the Board's next meeting to do a preliminary report and relay Centric's message. Mr. Kern thanked Bill Ralph and Andrea Terkelsen for heading up the Transition Team. He went on to say that he was looking forward to moving ahead with the website and financial software. Additionally, Andrea and he are good resources, it is doable, and he is not overwhelmed but needs to get organized.

DISCUSSION & VOTE RE: REQUEST FROM THE DEDHAM SCHOOL OF MUSIC FOR A ONE-DAY LIQUOR LICENSE ON MAY 29, 2015

Due to the fact that Mr. Butler is on the Dedham School of Music's Board of Directors, he recused himself. Mr. Butler did not participate in discussion or vote relative to the above-listed matter.

Dr. Teehan made a motion to approve a One-Day Liquor License for an event that the Dedham School of Music is having on May 29, 2015, at the Mother Brook Arts and Community Center; seconded by Mr. Keogh. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. MacDonald, yes; Mr. Guilfoyle, yes. (Relative to this matter, Mr. Butler did not vote.)

PUBLIC HEARING RE: REQUEST FOR TRANSFER & CHANGE OF LOCATION OF WINE & MALT PACKAGE STORE LICENSE FROM FERULLO, LLC, d/b/a ANTHONY'S BEER & WINE, 234 BUSSEY STREET, DEDHAM, MA, TO PACKAGING CENTER, INC., d/b/a STOP & SHOP SUPERMARKET #416, 160 PROVIDENCE HIGHWAY, DEDHAM, MA, AND A CHANGE OF MANAGER FROM JOHN FERULLO TO RALPH J. BELLEGARDE

Prior to discussion, Mr. MacDonald recused himself and left the Francis O'Brien Meeting Room. Mr. MacDonald did not participate in the discussion or vote relative to this matter.

Representing Stop & Shop were: Attorney Howard Wayne, Wayne, Richard & Hurwitz, LLP, Ralph Bellegarde, Store Manager, Scott Forbes, Manager.

Also present was: Attorney Kevin Hampe, representing Ferullo, LLC.

Attorney Wayne began the discussion. He informed all that, if approved, this will be Stop & Shop's fifth Liquor License in the State of Massachusetts—they have Liquor Licenses in their Quincy, Danvers, Malden and Hingham stores. Additionally, Stop & Shop has Liquor Licenses in some of their New Hampshire stores.

Relative to the public need, Attorney Wayne informed all that customers at the Dedham Store have been asking the staff where they can purchase beer and wine in the store. He went on to

say that over the last two weeks store staff have put up a petition for customers to sign in support of wine and beer purchases at the store—residents and non-residents. Attorney Wayne commented that 1,000 people signed the petition—500 were Dedham residents and 500 were non-residents.

Store Manager, Ralph Bellegarde informed all that the Dedham Stop & Shop is at a competitive disadvantage due to the fact that Whole Foods, COSTCO, BJ's, Roche Brothers, and Wegman's all have Liquor Licenses and sell beer and wine.

Mr. Bellegarde informed all that he has been in the supermarket business for forty-five years, starting with Purity Supreme—he went on to further highlight his experiences. Mr. Forbes went over the Stop & Shop Alcohol Policy and process each of the cashiers will go through relative to alcohol purchases. He went on to say that the store has invested \$25,000.00 for purchase of ID scanners for all of the registers at the Dedham store. Additionally, each cashier will go through TIPS training—six courses to begin on June 20, 2015.

Relative to security, Mr. Forbes informed all that there are 57 dome cameras in the store and they are adding 5 more cameras. Mr. Forbes went on to say that there is security in the parking lot seven days per week and also a Dedham Police Detail.

Mr. Bellegarde informed all that the alcohol will be managed and the responsibility of the Specialty Store Manager. His name is Al Rowall. Mr. Rowall has had two years of experience in the Quincy, Hingham and Malden Stores—he also worked in New Hampshire Stop & Shops.

Mr. Bellegarde went through more of the procedures going forward in the store. He informed all that presently there are 45 cashiers over the age of eighteen and 5 cashiers under the age—(4) cashiers are seventeen and (1) cashier is 16. Mr. Bellegrade then went on to explain the scanner and lock-out system they are putting in place and how the employees will process sale of alcohol and manager checks.

Relative to alcohol storage area, Mr. Forbes informed the Board that he has gone over everything with Ken Cimeno, Building Commissioner, and he had concern with the cages and sliding gate. Mr. Forbes informed the Board that Mr. Cimeno requested a double door and handle. Mr. Forbes went on to say that he made the changes requested by Mr. Cimeno.

At the conclusion of the discussion, Attorney Wayne asked the Board to affirm the transfer to Stop & Shop.

Mr. Guilfoyle commented that the Stop & Shop presentation was very thorough and that they have done alcohol before at their other stores. He went on to say that the customers at the Dedham store want to be able to purchase beer and wine and it is the right thing to do to be competitive in the area. Mr. Keogh agreed with Mr. Guilfoyle. He went on to discuss the Police Detail and security presented by Mr. Forbes.

Dr. Teehan asked about the signatures on the petition. Mr. Bellegrade informed him that they have been collecting signatures on the petition over the last two weeks and not one customer has said, no. Dr. Teehan commented to the Stop & Shop representatives that the presentation this evening was comprehensive and thorough.

Mr. Butler reminded all that this was a Public Hearing and asked if the public would like to ask any questions. There was no response from the audience. Mr. Butler went on to his next question. Mr. Butler asked Mr. Bellegrade if he has read the Rules and Regulations for Holders of Alcoholic Beverage Licenses in the Town of Dedham. Mr. Bellegrade responded, yes

Dr. Teehan made a motion to close the Public Hearing; seconded by Mr. Guilfoyle. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Guilfoyle, yes; and Mr. Butler, yes. (Mr. MacDonald did not participate in the discussion or vote relative to this matter.)

Dr. Teehan made a motion to approve a transfer and change of location of the Wine & Package Store License from Ferullo, LLC, d/b/a Anthony's Beer and Wine, 243 Bussey Street, Dedham, to Packaging Center, Inc., d/b/a Stop & Shop Supermarkets #416, 160 Providence Highway, Dedham, MA; seconded by Mr. Keogh. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Guilfoyle, yes; and Mr. Butler, yes. (Mr. MacDonald did not participate in the discussion or vote relative to this matter.)

Dr. Teehan made a motion to approve a Change of Manager from John Ferullo to Ralph J. Bellegrade; seconded by Mr. Keogh. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Guilfoyle, yes; and Mr. Butler, yes. (Mr. MacDonald did not participate or vote relative to this matter.)

DISCUSSION & VOTE RE: AGGREGATION OF ELECTRICITY

James Kern, Town Manager, explained the process that has happened over the past months. He informed all that the process began in late Fall, 2014, with Town Meeting voting this past Spring Meeting to empower the Board of Selectmen to pursue aggregation of electricity for the Town of Dedham. He went on to say that he would like the Town to be in a position to take advantage of next winter's standard change of rates which could be significant. This is the reason why aggregation is attractive in Massachusetts.

Mr. Kern recommended to the Board that he along with Town Counsel work on engaging Good Energy's services to develop and secure an aggregation plan. He went on to say that he thought that Good Energy is the best firm to represent Dedham. Additionally, Virginia LeClair, Environmental Coordinator, and members of the Sustainability Committee vetted Good Energy, concurred with his recommendation and also felt that Good Energy would manage Dedham's account well.

Mr. Kern recommended to the Board that the purchase of energy be done as an exemption to 30B. Mr. Butler suggested constraining the contract to 3-5 years. Mr. Kern explained to the Board that, going forward, the Town can step out of the arrangement and go with someone else.

Mr. Guilfoyle made a motion to direct the Town Manager and Town Counsel to engage Good Energy to develop and secure approval for an aggregation plan, provide broker services for electricity procurement, perform customer enrollment/transition process and monitor and manage the aggregation program; seconded by Mr. MacDonald. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. MacDonald, yes; Mr. Guilfoyle, yes; and Mr. Butler, yes.

Town Manager's Report

James Kern, Town Manager, informed the Board that the Town has received a AAA rating from Standard and Poors. He explained that he and other members of the Finance Team recently had a conference call with Standard and Poors and the Town remains with a AAA Rating and strong outlook.

Mr. Kern mentioned a nice event put together by Michelle Persson Reilly at the Dedham Community House. He informed the Board that at the event, he met and had conversations with twenty-eight non-profit organizations servicing the Dedham community. He thanked and complimented Ms. Reilly for her efforts with respect to this very nice event.

Mr. Kern sent out kudos to Bill Aitken, Veterans' Agent, and all who contributed to Memorial Day Ceremony this past weekend. Mr. Kern also thanked Bob Stanley, Parks and Recreation Director, for his involvement with the ceremony.

Action by the Board

Request for a One-Day Liquor License from the Gap, Legacy Place, (June 4, 2015)—Dr. Teehan made a motion to hear an item not listed on the Board's Agenda this evening; seconded by Mr. Keogh and voted unanimously. Dr. Teehan made a motion to approve a One-Day Liquor License to the Gap, Legacy Place, for June 4, 2015, from 6:00 p.m. until 8:00 p.m.; seconded by Mr. Keogh and voted unanimously.

Request from Brendan Keogh to conduct the Violet Avenue Neighborhood Block Party (June 20, 2015, from 6:00 p.m. until 10:00 p.m.)—Mr. MacDonald made a motion to hear an item not listed on the Board's Agenda this evening; seconded by Mr. Guilfoyle and voted unanimously. Mr. MacDonald made a motion to approve the Violet Avenue Neighborhood Block Party; seconded by Mr. Keogh and voted unanimously.

Request from the Dedham Junior Women's Club to place signs around the Town advertising the 2015 DJWC Summer Concerts—Dr. Teehan made a motion to approve the request from the Dedham Junior Women's Club to place signs around the Town advertising the 2015 Summer Concerts; seconded by Mr. Guilfoyle and voted unanimously.

Approval of Selectmen's Meeting Minutes: March 19, 2015, April 1, 2015, April 16, 2015, April 30, 2015, May 4, 2015, and May 18, 2015—Mr. Butler made a motion to approve the Selectmen's Meeting Minutes of March 19, 2015, April 1, 2015, April 16, 2015, April 30, 2015, May 4, 2015 and May 18, 2015; seconded by Mr. Guilfoyle and voted unanimously.

OLD/NEW BUSINESS

Mr. Keogh commented that he was looking forward to the John Thomas Event to be held at the Dedham Holiday Inn on Saturday from 6:00-11:00 p.m.

Relative to the Algonquin Pipeline Project, Dr. Teehan informed all that a meeting will be held with the residents and others at the Dedham Middle School, Whiting Avenue, on Monday, June 1, 2015, at 7:00 p.m.—all are welcome.

Mr. Guilfoyle commented that the Memorial Day Ceremony was beautiful. Going forward, Mr. Guilfoyle discussed the establishment of a working group to look into Town-owned flags.

Mr. Butler commented on the power outage in Dedham Square this past Sunday that began at 2:15 p.m. Mr. Butler informed the Board that it affected more businesses than they informed and the outreach effort with the Dedham Square Circle and Town Government was disappointing and the people involved were let down by Eversource. Mr. Butler asked that the Board direct the Town Manager to work with Town Counsel and write a letter to Eversource expressing the Board and community's disappointment. Mr. Butler asked that representatives from Eversource be invited to the next meeting of the Board of Selectmen for a discussion.

Mr. Butler informed all that the Senior Luncheon will be held at the American Legion on June 16, 2015. He went on to discuss two upcoming Eagle Scout ceremonies—one on June 7th, where he will present a certificate from the Board and another on June 13th. He asked if any of the Board Members can attend this ceremony to present certificates to two Eagle Scouts—Board Members will check calendars and get back with him.

Mr. Butler asked that the Board invite the local non-profit organizations to an upcoming Selectmen's Meeting so that they can speak about their organization and tell people what they do. Mr. Butler informed all that the Learn to Cope Meeting will be held at the Mother Brook Community and Arts Center on Tuesday, June 9, 2015, at 7:00 p.m. He went on to say that this is a support group that is open to all and everyone is welcome to attend. Mr. Butler informed all that the annual Flag Day Parade will be held on Sunday, June 14, 2015, at 6:00 p.m.

Mr. MacDonald informed all that last week, a long-time Town Employee, Domenic “Archie” DeVirgilio, passed away. Mr. DeVirgilio was an outstanding DPW Commissioner—he kept the roads clean and safe from snow and ice, kept the Town Cemeteries beautiful and was a pillar in the Dedham community. On behalf of the Board of Selectmen, Mr. MacDonald expressed sympathy to the DeVirgilio family.

Mr. MacDonald made a motion to adjourn the meeting in memory of “Archie DiVirgilio”; seconded by Dr. Teehan. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. MacDonald, yes; Mr. Guilfoyle, yes; and Mr. Butler, yes.

The meeting adjourned at 7:30 p.m.

This is to certify that the above is a true and accurate record of the Minutes of the Selectmen’s Meeting held on May 29, 2015, which Minutes were approved on July 9, 2015.

Michael L. Butler, Chairman